

Contract Holder(s) Fees

For all tenancies starting on or after 1st September 2019.

Holding Deposit	One week rent equivalent	This reserves the property whilst your application is being processed. Your holding deposit will be withheld if any contract holder (including a guarantor) withdraws from the tenancy, if any contract holder(s) provides false or misleading information or fail to sign their occupation contract (and / or Deed of Guarantee) within 15 calendar days (or other Deadline for Agreement as mutually agreed in writing)
Rent		Contract Holder(s) are responsible for paying rent monthly in advance as per the terms outlined in the occupation contract.

Security Deposit	One month rent + £100.00	Before moving into the property, contract holder(s) are required to pay a security deposit. The maximum deposit is equivalent of five weeks' rent, unless the annual rent exceeds £50,000, in which case it's six weeks' rent
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Pet Deposit	Additional security deposit required	To cover the added risk of property damage. This will be protected with your security deposit in a Government-authorised scheme and may be returned at the end of the occupation contract.
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OTHER COSTS

Late rental payment	Rental payments overdue by more than seven days will be subject to interest at the rate of 3% over the Bank of England base rate, calculated from the date the payment was due, up until the date payment is received. Contract holder(s) are liable to the actual cost of replacing any lost key(s) or other security device(s). If the loss results in locks needing to
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Lost Keys or Other Security Devices

be changed, the actual costs of a locksmith, new lock and replacement keys for the contract holder(s), landlord any other persons requiring keys will be charged to the contract holder(s).

Early Termination of an Occupation Contract

Early Termination of an Occupation Contract. Should the contract holder(s) wish to leave their contract early, they shall be liable to the landlord's costs in re-letting the property as well as all rent due under the occupation contract until the start date of the replacement occupation contract. These costs will be no more than the maximum amount of rent outstanding on the tenancy

Emergency/Out of Hours Call Out /Missed Appointments

To cover the actual costs incurred because of the contract holder(s) failing to keep a previously agreed appointment with any third party at the premises.

Written Statement duplicate

If a contract holder requests a further written statement once the original has been provided then a reasonable fee may be charged.

Control and use of the dwelling clause 10.1 of the Occupation contract

Any breach of any part of paragraph (1), (2) or (3) the term may result in the contract-holder being liable for any costs or losses as a result of the breach. Those costs or losses include (but not limited to) potential rent loss and contractor call-out fees which the landlord may not otherwise be liable for.

Freehold and Leasehold properties

The contract-holder must perform and observe all valid obligations of any headlease or covenant on the dwelling, a copy of which has been provided to the contract-holder, save those relating to the payment of rent or service charges and to refund to the principal contact all reasonable costs resulting from all claims, damages, costs, charges and expenses whatsoever in relation to any breach of these obligations.

The contract-holder must not cause obstruction in any common areas of any building of which

**If there is a shared
common area**

the dwelling forms a part. The principal contact reserves the right to remove or have removed an such obstruction and at their discretion, to charge the actual costs, payable on demand, to the contract-holder for doing so.

A contract holder must undertake promptly any repairs for which the contract-holder is liable following any notice being served by the principal contact and if the contract-holder does not carry out the repairs the principal contact may, after correct written notice, enter the dwelling, with or without others, to effect those repairs and the contract-holder will pay on demand the actual costs, reasonably incurred, involved.

The contract-holder must not make, or permit, any changes to the electrical installation, for example by changing light fittings, switches or adding sockets. Any changes made in breach of this clause may compromise electrical safety and may require an electrical check and/or remedial works, the actual cost, reasonably incurred, the contract-holder may be liable for.

Guarantor

In consideration for the landlord granting the contract-holder an occupation contract of the dwelling, the guarantor agrees to pay the principal contact for any reasonable losses suffered as a result of the contract-holder failing to fulfil any of their obligations under either of these two contracts or failing to pay rent or other monies lawfully due.

The guarantor agrees to pay, on demand and in full, any overdue rent or other monies lawfully due under these two contracts, until vacant possession is given to the principal contact.

The guarantor agrees to make payments lawfully due under this guarantee even after the contract-holder has returned possession of the dwelling to the landlord or the occupation contract has ended.